

# **CORRECTIONAL COUNSELOR III**

## **JOB ANALYSIS BACKGROUND INFORMATION**

**Date of Study:** April 11 – 13, 2000

**Collective Bargaining Identification:** S06

**Job Analysis Conducted By:** Frieda Zachary, Staff Services Analyst

**Number of Incumbents:** Per Department of Corrections Filled/Vacant Position Report dated May 31, 2001 there are 120 incumbents in this classification.  
Note - at the time this job analysis was conducted the Filled/Vacant Position Report was not available.

### **Subject Matter Expert(s):**

Pat Boyd	Correctional Administrator, Mule Creek
Karen Ligon	Correctional Counselor III, Classification Services Unit
Linda Melching	Correctional Administrator, Information Systems Branch
P. J. O'Connor	Correctional Counselor III, California Men's Colony
Roger Skaggs	Correctional Counselor III, California Correctional Institution

**INFORMATION GATHERING**  
**CORRECTIONAL COUNSELOR III**

The tasks and knowledge, skills, and abilities statements for this job analysis were developed by:

- consulting with the Subject Matter Experts and
- the State Personnel Board's class specification.